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16 FEB 1961

MEMORANDUM FOR: Director of Security

SUBJECT : Office of Security Statistical Report for
JANUARY 1961

1. The attached tables and charts reflect some of the activities of certain components of the office during JANUARY 1961.

2. The statistics in the tables are compiled by the components concerned and refer to the current month.

3. The charts are prepared in this office from the statistics in the tables and afford a means of comparing the various accomplishments, workloads, and activities from the beginning of the current fiscal year to date.

4. Following are noteworthy items for the month:

25X1A9a a. [REDACTED] Assistant to the DD(PPS), departed in December 1960 for the FE area and is currently participating in an S/D-MICC survey trip covering the [REDACTED] 25X1A6a

25X1A6a

b. The Inspector General's survey of the Office, commenced in April 1960, was completed this month and a rough draft of the report was reviewed in conference by the D/S and IG.

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[REDACTED]

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d. A policy of polygraphing General Services Administration personnel such as guards and maintenance workers was agreed to by the GSA and the program was commenced.

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[REDACTED]

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25X1A9a

f. An Agency record was established by [REDACTED] (A&TS) in receiving his second and third awards for meritorious suggestions. (\$85 - more efficient purchasing system for Field Offices) (\$25 - streamlining and clarifying an advance fund procedure)

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g. [REDACTED] (SRD) received an award of \$100 for the modification of multilith machines which increases efficiency and production.

h. As of mid-January, 16,739 security files have been retired out of 19,216 reviewed for that purpose.

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[REDACTED]

Executive Officer

Attachments

Distribution:

- 1 - Addressee
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- 1 - Chrono w/o attachments

25X1A9a OS/[REDACTED]:rjw (16 Feb 61)

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